

SECRET

# SPECIAL BULLETIN

O F F I C E O F T R A I N I N G



25X1A

25 April 1969

To: All Training Officers of the Agency

SENIOR MANAGEMENT SEMINAR (MANAGERIAL GRID)

DATES 8 - 13 June 1969 (Sunday afternoon -  
Friday afternoon)

LOCATION

25X1A

BASIC QUOTAS

Facilities will accommodate 60 students. Components are not limited to quotas and are urged to nominate participants with the knowledge that this is the last Managerial Grid scheduled to be conducted by an outside consultant, namely, Dr.

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OBJECTIVE

Managerial Grid training stresses the methods of modern management which the truly effective manager employs in matching the demands of people and production.

FOR

Senior Agency personnel, GS-15 through GS-18. For maximum benefit to the Agency, a Senior "Grid" should include as many "senior" officers as possible. Since May 1964, OTR has sponsored ten "Senior Grids" with 381 senior officers participating.

DESCRIPTION

A one-week, full-time, residence course consisting of a series of team activities in which the student may examine the mechanics of team action, intergroup dynamics, and his personal managerial assumptions.



(Over, please)

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GROUP 1  
Excluded from automatic  
downgrading and declassification

PRECOURSE  
WORK

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Pework reading and questionnaire require 20 to 30 hours for completion and will be sent to each student approximately three weeks prior to the seminar. All prework is to be completed before the student arrives [REDACTED] on Sunday, 8 June. Individual answers to prework exercises are used in team problems throughout the week.

REGISTRATION

Component Training Officers should send their nominations on Form 73 to their Directorate's Senior Training Officer, who will notify OTR of final selections no later than 9 May 1969.

TRAVEL ORDERS  
AND COST

Participants' offices are responsible for travel orders and travel costs.

ADDITIONAL  
INFORMATION

Call [REDACTED] regarding course content, and, [REDACTED] if you have questions about registration. 25X1A